

APPROVED

June 21, 2005

Michigan State Administrative Board

Lansing, Michigan

June 7, 2005

A regular meeting of the State Administrative Board was held in the 1921 Department of Conservation Conference Room, 7th Floor, Mason Building, on Tuesday, June 7, 2005, at 11:00 a.m.

Present: Kelly Keenan, Chief Counsel, representing Jennifer M. Granholm, Governor, Chairperson
Melanie Brown, Policy Advisor, representing John Cherry, Lt. Governor
Patrick F. Isom, Assistant Attorney General, representing Michael A. Cox, Attorney General
Mary G. MacDowell, Director, Financial Services Bureau, representing Jay B. Rising, State Treasurer
Joseph Pavona, Director, Bureau of Administrative Services, representing Terri Lynn Land, Secretary of State
Elaine Madigan, Executive Director of School Finance and School Law, representing Jeremy Hughes, Interim Superintendent of Public Instruction
Leon Hank, Chief Administrative Officer, representing Gloria Jeff, Director, Department of Transportation
Sherry Bond, Secretary

Others Present:

Daphne Johnson, Iris Lopez, Department of Attorney General; Diana Quintero, Department of Information Technology; James Burris, Sean Carlson, Cindy Collins, Terri Fitzpatrick, Elise Lancaster, Janet Rouse, Tom Saxton, Department of Management and Budget; Karen MacMaster, Mike Thomas, Avi Verma, Department of State Police; Jean Ingersoll, Randy Knapp, Pam Lavender, Wayne Roe, Jr., Kelly Villarreal, Department of Transportation; Janet Hunter-Moore, Mike Krouse, Department of Treasury; Sergio Paneque, Executive Office; Chris Dembowski, Miller Canfield

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Pavona moved to approve the minutes of the State Administrative Board for the regular meeting of May 17, 2005, with a correction to Elaine Madigan's title. The motion was supported by Mr. Hank and unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

NONE

4. COMMUNICATIONS:

NONE

5. UNFINISHED BUSINESS:

NONE

6. NEW BUSINESS:

Retention and Disposal Schedule(s):

CITY OF IRONWOOD, Ironwood Public Safety Department, 6/7/2005

BERRIEN COUNTY, Printing, Microfilm and Records Center, 6/7/2005

COUNTY OF CHEBOYGAN, Prosecuting Attorney's Office 6/7/2005

OCEANA COUNTY, Oceana County Medical Care Facility, Clinical Records, 6/7/2005

WAYNE COUNTY

Health and Human Services, Medical Examiner's Office, 6/7/2005

Personnel, Administration, 6/7/2005

Sheriff Department, Training Unit, 6/7/2005

DEPARTMENT OF MANAGEMENT AND BUDGET, Strategic Asset Management, Real Estate Division, 6/7/2005

DEPARTMENT OF TREASURY, Office of Scholarships and Grants, 6/7/2005

Mr. Pavona moved to approve the Retention and Disposal Schedules. The motion was supported by Mr. Hank and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:
(Please see the following pages)

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Ms. MacDowell presented the Finance and Claims Committee Reports for the regular meeting of May 31, 2005, and the special meeting of June 7, 2005. After review of the forgoing Finance and Claims Committee Reports, Ms. MacDowell moved that the Finance and Claims Committee Reports covering the regular meeting held May 31, 2005, and the special meeting held June 7, 2005, be approved and adopted. Ms. Madigan supported the motion and it was unanimously approved.

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Ms. MacDowell presented the Building Committee Reports for the regular meeting of June 1, 2005, and the special meeting of June 7, 2005. After review of the forgoing Building Committee Reports, Ms. MacDowell moved that the Building Committee Reports covering the regular meeting held May 31, 2005, and the special meeting held June 7, 2005, be approved and adopted. The motion was supported by Mr. Isom and unanimously approved.

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Mr. Pavona presented the Transportation and Natural Resources Committee Reports for the regular meeting of June 1, 2005, and the special meeting of June 7, 2005. After review of the forgoing Transportation and Natural Resources Committee Reports, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held June 1, 2005, be approved and adopted with the withdrawal of Items 75, 117, and 146 of the regular agenda at the State Administrative Board meeting of June 7, 2005, by the Department of Transportation. The motion was supported by Ms. MacDowell and unanimously approved.

Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the special meeting held June 7, 2005, be approved and adopted. Mr. Isom abstained due to a personal connection to the item on the special agenda. The motion was supported by Mr. Hank and was approved by Mr. Keenan, Ms. Brown, Mr. Pavona, Ms. MacDowell, Ms. Madigan, and Mr. Hank.

8. MOTIONS AND RESOLUTIONS:

NONE

9. ADJOURNMENT:

Ms. MacDowell moved the meeting be adjourned. The motion was supported by Mr. Pavona and unanimously approved. Mr. Keenan adjourned the meeting.

SECRETARY

CHAIRPERSON